



COUNCIL REPORT

Meeting Date: March 2, 2020

Departments: Chief Administrative Officer | Financial Services

Prepared by: Fred W. Tranquilli, Chief Administrative Officer/Clerk
Bill Dakin, Director of Financial Services/Treasurer

Reviewed by: Fred W. Tranquilli, Chief Administrative Officer/Clerk

Subject: Strategic Planning Consultant Report No. 2020-001

Recommendation

THAT: The contract for facilitation, development and delivery of the Strathroy-Caradoc Strategic Plan be awarded to Boulevard Strategy Group.

Background

The tender for Strathroy-Caradoc's Strategic Plan was posted to the Bids and Tenders Website as well as to Municipal World magazine in December 2019. There were fourteen bid takers which resulted in thirteen bids being submitted by the deadline of January 23, 2020. The bids were opened by Fred Tranquilli, Kim Arruda and Jen Dolbear on January 24, 2020. The bids were scored using the criteria contained in the RFP and Boulevard Strategy Group (BSG) earned the highest score and is within budget.

Reference checks have been completed and produced favorable results. BSG has completed strategic plans for Norfolk County (2019-2022), Township of West Lincoln (2019-2029) and the Town of Grimsby (2019-2022). Contact has been made with each organization and a review of the resulting work product completed. Each organization recommended BSG without hesitation and the Strategic Plans are in line with Strathroy-Caradoc's expectations.

BSG's Principal Consultant and Founder is Erin O'Hoski who brings nearly two decades of experience supporting local governments and associations to this assignment. Ms. O'Hoski is an expert in strategy, management consulting and communications for municipalities, associations and nonprofit organizations. She has a proven track record of working with councils, boards, executives and teams to successfully complete strategic plans and special projects.



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Ms. O'Hoski has extensive experience with community engagement and has developed and executed stakeholder engagement strategies involving civic committees, local development communities, chambers of commerce and advocacy groups. Her ideas have been published in *Municipal World's 12 Strategies for Re-energizing Your Community* and the campaigns she has led have been featured in local and regional media outlets across the Greater Toronto Area.

While working at the Federation of Canadian Municipalities, Ms. O'Hoski served as the lead responsible for facilitating and advocating for the needs of rural and northern communities, where she worked with municipal leaders to make sure the concerns of rural communities were reflected in national policies and programs.

Erin holds a Master of Public Administration specializing in local government and is Past Chair of the University of Western Ontario Local Government Association.

Consultation:

Reference checks as noted above

Director of Finance

Financial Implications:

The contract is within approved budget.